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Executive Registry

85- 3236

20 August 1985

MEMORANDUM FOR: Chief, Information and Privacy Division, OIS

FROM: Executive Secretary

SUBJECT: Second Semi-Annual Report to Congress as Required by
CIA Information Act

REF: DC/IPD/OIS Memo Dated 6 August, Same Subject

1. With respect to your request for information (see reference), there have been no changes (added personnel and/or equipment) to the Executive Registry that would enable it to improve its handling of FOIA/PA/EO requests. Further, there are no personnel currently assigned whose primary duty is the handling of such requests. As a result, there has been no real change in the time required to process requests; in fact, the personnel turbulence situation in ER has detracted from the ability to deal with such matters.

2. The Inspector General, Comptroller and IC Staff were queried and they have nothing further to add. I note you solicited the inputs of two other DCI Area components (OLL and OGC) separately, so I am not including them in this response. I would request, however, a copy of their input.

3. I would, however, note the following, although it will not count for this semi-annual report since we will want to count it for a subsequent report:

- Because of the added burden of the need to declassify documents, two additional positions have been added to the DCI's History Staff. These will also enhance handling FOIA requests as regards historical documents. These, however, will not be filled until sometime during FY 86.
- Arrangements have been made with the Director of OIS to restructure the DCI Area records management activities. In addition to a Chief and Deputy Chief, Executive Registry, the position of a DCI RMO/IRO will be established and filled by the end of this fiscal year. This will result in a more expeditious handling of all FOIA/PA/EO requests levied upon the DCI front office area.

cc: D/OIS/DA

DCI
EXEC
REG

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